

**Title 9—DEPARTMENT OF MENTAL HEALTH**  
**Division 45—Division of Developmental Disabilities**  
**Chapter 8—Targeted Case Management for Individuals with Developmental Disabilities**

**PROPOSED RULE**

**9 CSR 45-8.040—Individual Support Plan Review and Service Monitoring**

*PURPOSE:* This rule sets forth the requirements for the review of individual support plans for individuals with intellectual and developmental disabilities receiving services from a qualified provider of targeted case management and for monitoring of services provided. This rule also sets forth the requirements for providers of targeted case management for monitoring the provision of home and community-based services

- (1) All individuals found eligible under 9 CSR 45-2.010 shall be provided, at a minimum, the service of Targeted Case Management and shall have an individualized support plan (ISP) that meets the requirements of 9 CSR 45-8.030.
- (2) On at least an annual basis, support coordinators shall review the ISP of individuals who are not eligible for MO HealthNet and who do not receive supports funded by the Division of Developmental Disabilities other than Targeted Case Management. The annual review shall include a face to face contact with the individual if requested by the individual or their guardian, if the individual has a guardian.
- (3) On a quarterly basis, support coordinators shall monitor the ISP for individuals who are eligible for and enrolled with MO HealthNet, receive Targeted Case Management, but do not receive any other services funded by the Department of Mental Health. Monitoring shall include at least quarterly phone contacts and at least an annual face to face visit to assess the need for paid supports. If the individual is on a waiting list for services, the face-to-face visit shall include a re-assessment of the prioritization of need in accordance with 9 CSR 45-2.015.
- (4) On a monthly basis, support coordinators shall monitor the ISP for individuals receiving residential supports funded by the Division of Developmental Disabilities, which includes individualized supported living, group home, family living arrangements in foster homes, individuals served through an interdivisional agreement with the Department of Social Services Children's Division, and individuals receiving facility-based respite or temporary residential service for at least 30 consecutive days. The monthly contact shall be face to face at the service site.

- (5) On a quarterly basis, support coordinators shall monitor by a face to face visit the ISP for individuals receiving day services, shared living (includes host home and companion home), and individuals living in a private residence receiving personal assistance and/or support brokerage. For individuals receiving employment services, day services, and professional assessment and monitoring, at least once annually the quarterly face to face visit must take place at the site of service delivery.
- (6) Support coordinators shall monitor through a quarterly contact and an annual face to face visit the ISP for individuals living in a private residence receiving transportation, counseling, therapy, adaptive equipment, supplies, respite, facility-based respite in duration under 30 consecutive days, temporary residential in duration under 30 days, dental, or personal electronic safety device, but who do not receive the services listed in Sections (4) and (5) of this rule.
- (7) Support coordinators shall monitor through a quarterly contact and an annual face to face visit the IPS for individuals receiving only targeted case management, but may be receiving services funded by agencies other than the Department of Mental Health, including the department of health and senior services, the Division of Vocational Rehabilitation, or Children's Division.
- (8) Monitoring shall assure the ISP is being implemented as written, that services outlined in the ISP are being provided, and identify issues that would require revisions to the ISP or other actions in accordance with 9 CSR 45-8.030. Monitoring of the ISP shall include a review of health, environment, safety, the extent to which the individual is able to exercise rights and any violation of rights, supports and staff, the manner in which the individual's money is spent, and satisfaction with supports and services.
- (9) The ISP team shall review every ISP at least annually or more frequently as required by 9 CSR 45-8.030 (5).

*AUTHORITY: section 630.050, RSMo (1994).\**

*\*Original authority: 630.050, RSMo 1980, amended 1993, 1995.*